Q: As a new student, how do I apply for housing?

1. Once you have been accepted to a university/center at Hamad bin Khalifa University you MUST inform your university that you intend to live on campus. Your university will then provide us with your detailed information, which will be entered into our online system.
2. You will receive an e-mail informing you that you have been entered in the system and the housing application is now available for you to complete.
3. Once you receive the link in your email, please complete the online portal information. During the online application process, you will be asked to attach the following supporting documentation including: photo, scanned color copy of your passport, proof of payment of deposit (QAR 2000) and application fee.
4. The assigning of housing will begin in mid-June and we will likely have placements completed by the first week in August. You will receive notification of your placement and details of your roommate/apartment mate via the email provided in your application.

New students may begin to move in to the residence halls four days before the start of their first academic obligation (classes or start of orientation). Any requests to arrive prior to this time must be submitted to housing@hbku.edu.qa for approval and will be charged accordingly. You will receive notification of the decision via email or on the online portal.

Q: As a returning student, how do I apply for Housing Selection Process?

The Housing Selection Process takes place early in the spring semester and is for eligible students who live on campus and would like to reserve a room for the following academic year. This process is a privilege returning students may take part in, and offers them the chance to choose the room they wish to live in for the following year. In order for a housing application to be considered complete, students must also abide by all guidelines of the Selection Process. Details and requirements will be shared prior to the event.
Q: As a returning student, how do I apply for housing?

Are you interested in living on campus again? Are you planning on returning to your university at Education City after a leave of absence or studying abroad? You’ll need to follow the steps below to secure a space in HBKU Student Housing. If you have any additional questions, don’t hesitate to contact HBKU Housing and Residence Life. We look forward to seeing you on campus again.

In order to return to live on campus please complete the steps below:

1. Once your enrollment is confirmed, contact the student affairs staff at your university at least two months before you plan to live on campus for the spring or by February 1 if you plan to live on campus in the fall, in order to take part in the Housing Selection Process. Failure to notify your university of your desire to live on campus could jeopardize your ability to reserve a space for yourself.

2. Once your university student affairs staff members have contacted HBKU HRL, you will receive an email outlining the steps you need to take in order to complete an online housing application for the appropriate semester.

3. You will need to pay QR 2,000 damage deposit (if you had requested a refund when you moved off-campus) and upload a proof of payment (either a certified bank check or a proof of wire transfer) to complete your application, in addition to the other required documentation.

4. Once you have completed your application, you will be notified if there is a space available for you on campus. Within two weeks of the start of the academic year (often sooner) you will be notified with confirmation of the space you are assigned to for that academic year. If you have a specific roommate request (i.e. a friend who is currently living on campus with whom you would like to live), please email housing@hbku.edu.qa with this request and have your friend send an email indicating their request to live with you. Our staff members will do their best to enable this matching to occur.

If you would like to move into your newly assigned space prior to the start of the housing contract (three days prior to the first day of classes for returning students) you must email a request to housing the reasons behind your request. If your request is approved, you will be notified via email with an outline of the weekly fees you are responsible to pay upon arrival into the HBKU Student Housing. If you have any questions about the process, please contact housing.
Q. How do I make a Wire Transfer?
To make a wire transfer (electronic funds transfer) to pay your deposit, semester fee and other fees, please use the following information: list the student’s full name, student’s Qatar ID number and student ID number. Indicate the purpose of the transfer (i.e. Housing deposit; housing fall fees)
Transfer the funds to the following bank and keep a copy of your receipt:
- Qatar National Bank
- If paying in Qatari Riyal use Account Number: 0013-035555-001 0013-035555-001 FREE
- If paying in US Dollars, use Account Number: 0013-035555-061 0013-035555-061 FREE
- SWIFT CODE: QNBAQAQA
- Account Name: Qatar Foundation

Q: What are the benefits of living on campus?
Education research shows that students who live on campus achieve higher grades, are more involved on campus, and are more likely to persist with their studies until they graduate. Our live-in staff offers lots of opportunities throughout the year to meet new people, attend interesting programs and events, and to get involved in the community. Residential students also enjoy free transport to malls and religious services, fully furnished apartments, 24-hour security, and close proximity to campus resources including academic buildings, recreation facilities, and dining services.

Q. I’ve never lived away from home before. What can I expect and who will support me?
We understand that the transition to living away from home may be difficult. Our staff aim to make that transition as easy as possible by getting to know each resident, and helping them get connected and involved on campus. Each residence hall and apartment building has several Community Development Advisors (CDAs). These are student staff living in the buildings who are charged with building a sense of community and organizing social and educational events for their residents. In addition, we have professional Residence Hall Coordinator (RHC) staff, who have offices in the buildings, to help create and support a learning environment in the community.

Q. How does living on campus help me as a student?
By living on campus, you are closer to your academic building, which means greater access to faculty and your fellow students. HBKU Student Housing has WiFi throughout and have computer labs available to facilitate studying. Also, the students accommodated within our housing complexes are extremely diverse. We house students from almost all HBKU and partner universities, and more than 60 nationalities, meaning that there is a whole lot of out-of-classroom learning available from your peers.
Packing Questions

Q. What are new incoming students provided with in their apartment?
All apartments are fully furnished with TV and refrigerator. In addition, all new incoming students are provided with one pillow, one pillow case, one fitted bed sheet, one flat bed sheet, and one towel.

Q. What appliances are not allowed in the rooms?
Because of fire safety concerns, appliances such as (but not limited to) halogen lights, air conditioners, appliances with exposed heating elements (such as: toaster ovens, grills, hot plates, coffee makers, “George Foreman” Grills), microwaves using more than 900 watts, crock pots, portable heaters, and electric blankets are not permitted. If you have questions about a specific appliance you are planning to purchase, please contact HBKU Housing and Residence Life. We strongly recommend you check with staff BEFORE purchasing the item. Additionally, please note that there are common area kitchens in the residence hall buildings and small kitchens in the apartments.

Q. How can I store my items between sessions?
Housing and Residence Life does not guarantee storage. When available, students are expected to move all items themselves to and from the designated storage areas. All stored items should not be in violation of the CLS and are stored at the responsibility of the owner. HBKU is not liable for any damage or loss that occurs during storage. All charges associated with storage will be made available upon request. Please check with Housing and Residence Life on the availability of storage.

Q. I have a medical problem is it possible I can bring my own mattress or do I need to look for another accommodation?
All furnishings provided by HBKU Housing, including mattresses, bed ends and bed springs, must remain in the room/apartment/common areas unless you have received a medical accommodation recommendation. Please contact the HBKU Housing and Residence Life Office for a medical accommodation sheet which must be completed by an attending physician.
Safety and Security

Q. Is HBKU Student Housing safe?
We are proud to say that our communities are very safe. The complex is staffed by 24-hour security staff and equipped with video cameras in various locations. Students are required to swipe their card to enter the student housing village residential buildings and their room. All guests are also registered.

Q. What happens if there is an emergency?
HBKU Housing and Residence Life offers emergency response coverage 365 days a year. Community Development Advisors (CDAs) are your first point of contact and their numbers are listed throughout each student housing village. They are on call 7pm-7am weekdays and 24 hours on weekends. Our staff are trained in emergency response protocol and would work with QF Security in responding to an emergency situation.

Extra-curricular activities

Q. I am interested in leadership opportunities to develop my résumé and personal skills. What sorts of opportunities exist for me in student housing?
Students have various options for leadership involvement such as running for Residence Hall Association (RHA) and participating as an RHA Ambassador. Furthermore, all students that are in their second semester of study can apply to be a Community Development Advisor for the following academic year. In addition, interested students can apply to be a Front Desk Assistant (FDA) within the student housing community.

Q. What kind of activities and events can I get involved in while living in HBKU Student Housing?
There are plenty of events for you to take part in throughout the year. Community Development Advisors and Residence Hall Association offer many options throughout the year for residents to get involved, as well as assisting residents to plan their own activities. Some examples of events include a trip to the Souq or to a nearby beach for some swimming fun, Reverse Trick-or-Treat, Midnight Breakfast during final exams week, Welcome & Iftar Dinners and much more! All events are posted in the student housing villages.
Housing Logistics

Q. I am interested in living on campus all year-round. Can you give me details on housing for summer and winter break periods?
Students who require on-campus housing during winter (December) and summer (May to August) breaks will pay a weekly rate for housing. If you already occupied a room during the school year, you can remain in it during the winter break (December). You may, however, need to switch rooms during summer (May-August), depending on our office’s housing plans/needs for the following academic year. In order to have housing during these breaks, you must fill out the Resident Short Term Housing Application. Contact HRL for more details on break housing.

Q. Do I have the option of contracting for only one semester?
Yes, so long as you make this clear on your housing application. You may be contacted by Housing and Residence Life for additional information.

Q. I don’t like my room assignment. Is there any way I can change rooms?
If you want to change your room assignment, you need to contact your Residence Hall Coordinator in person, by phone or email. Room changes will only occur after the beginning of the 3rd week of the semester. There is no guarantee that a room change will happen. We are bound by the availability of space for the room change.

Q. I need to arrive prior to the official opening date of the HBKU Student Housing. How can I make this request?
Please e-mail housing@hbku.edu.qa with your request. Please do so at least one week before your arrival to ensure that your space is ready. You will receive notification via email confirming whether or not your request is granted.

Q. As a local student, can I rent a room or apartment for studying in HBKU Student Housing?
We strive to provide housing to all students who are interested. Our first priority is to house students living beyond 20km from Hamad bin Khalifa University. Once these students have received housing, we are able to offer housing to local students.

Q. Can I stay in my current apartment during summer if I’ve been assigned a new room for the coming fall semester?
Depending on availability, you are able to stay in your current room until your fall assigned room is ready for you. At that time, HBKU HRL will contact you and you will have 48 hours to completely move.
Q. Why do I have to do an official check in/out during the summer session?
Students are requested to check in and out every time during summer because during summer break housing is charged on a weekly rate. If the student doesn’t check in and out every time they leave student housing they will be charged for the entire summer session.

Q. Why do I have to hand over my key card upon checkout?
Every student should return their key card when completing a checkout every time they check out to ensure safe-keeping of the key card and to avoid an improper check-out fee. The exception to this is if the key card is also the university ID card.

Q. What happens if I lose my key card?
First you need to report the loss to the Front Desk. Staff will then help you get another card. You will be billed QAR 50.

Q. I will be leaving Education City for one semester. What do I do?
If you are leaving to study abroad for one semester or taking a leave of absence, you need to check out from your space and to return the key card before your departure. Also, you will need to re-apply for housing for the next semester at least one month prior to your intended return. You will need to pay QR 2,000 damage deposit (if you had requested a refund when you moved off-campus).

Q. I will graduate this semester and I want to stay in my room for few weeks after graduation. Is it possible?
Students have 48 hours after their last academic commitment to check out. Students who have other academic commitments beyond graduation can request an extension. If approved, extensions will only be provided for a short period of time and then graduated students may request to live in “The Campus” guest accommodation after that point. All requests must go through a student’s campus student affairs office.

Q. Is it possible to be accommodated alone in a single bedroom?
All bedrooms are singles and have their own bathroom. Two-bedroom apartments also have separate bedrooms and bathrooms.
Meal Plan and Food options

Q. What are my food options if I’m staying in HBKU Student Housing?
Cafeteria and food vendors are available in student housing, in nearly every academic building, as well as the Student Center. These venues provide different types of food options, from buffet style to coffee shops, meal coupons are available as well.

Q. Will I be able to cook for myself?
Students in residence hall-style rooms have joint lounges with kitchenettes (microwave, refrigerator, ice machine, sink) and apartment buildings have kitchens in each apartment. Shuttles for local supermarkets/shopping malls are available frequently.

Q. Is there a meal plan?
At this time there is no meal plan, however plans are underway to make a meal plan available to students in HBKU Student Housing.

Roommate Questions

Q. I am an incoming student. Can I request a particular roommate?
All rooms for incoming first-year or ABP students are single rooms. However, upperclassmen, returning students or graduate students may request a specific roommate prior to receiving a room within the residence halls. To do so both students must participate in the Housing Selection Process. We will do our best to match roommates who have requested to share a unit. Please be advised that our ability to fulfill your request will depend on the availability of space.

Q. Why didn’t I get the roommate I requested?
Students who want to live together must ensure they make the same request with their applications. If the request is not mutual, you will not be placed together.

Q. My roommate and I are having some issues living together. What should I do?
Roommate conflicts are an inevitable part of life when people are living together. The good thing is Housing and Residence Life is here to help! Your first resource is your Community Development Advisor (CDA). Feel free to contact him/her to ask for tips on how to handle a roommate conflict. Furthermore, your Residence Hall Coordinator can help you draft a roommate agreement which will help you work through the issues you are experiencing.
**Visitors & Married Housing**

Q. Can I have overnight visitors?
No overnight visitors are permitted. Visitation hours are posted in the RCC/ Majlis area of each housing village. The Al Majlis building has 24 hour visitation.

Q. Where can my visitors stay?
Students are not allowed to have overnight visitors. Visitation hours are posted in each student housing village.

Q. Do you have separate housing for married students?
At this moment in time we cannot house married students on campus. In the meantime, we will assist in referrals if possible.

**Community Living Standards**

Q. What are the ‘Community Living Standards' and how do they affect me as a resident on campus?
The Community Living Standards (CLS) are the policies and processes that govern community living in HBKU Housing and Residence Life’s facilities. The CLS includes information on what students may have in their rooms, how they may decorate it, safety and visitation policies as well as the Conduct Process if a student becomes involved with a conduct situation.

Q. Are pets allowed in HBKU Student Housing?
Unfortunately we are unable to allow pets or other animals in student housing for many reasons including allergies, cleanliness, and wear and tear on the facilities.
Transportation

Q. Is transportation provided for Friday (Jumaah) prayers?
The Friday Prayer is hosted/preformed in the Education City Masjid located in the Qatar Faculty of Islamic Studies (QFIS) Building. Shuttles are provided by QF Transportation, please check with your Community Development Advisor (CDA) and/or advertising boards in the RCC/ Majlis for the specific shuttle pick-up times. Students that want to go to another Mosque will need to make their own arrangements.

Q. What other transport options are available for residents?
We provide frequent transportation to shopping malls and the Souq. The full schedule of transportation provided is given in the RCC/ Majlis area.

Q. Where can I park?
Students are encouraged to park in one of the designated large parking areas on campus. They can then take a campus shuttle to their housing village. There are also other limited parking options near each student housing village. Students must follow all posted traffic and parking signage to avoid violations.

Contact Information

Housing and Residence Life
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